

Modern Slavery and fair working conditions policy

This statement is made as part of Rich Medical Solutions' commitment to eliminating the exploitation of people under the Modern Slavery Act 2015 (the Act). It summarises how we operate, the policies and processes in place to minimise the possibility of any problems, any risks we have identified and how we monitor them, and how we train our staff.

Rich Medical Solutions is a limited company operating in the healthcare and education and training sectors. We provide trainers and medical staff both from our team directly employed by us and also those working on a freelance basis with relevant qualifications and experience. All the freelance sub contractors, whether operating as self employed individuals/ sole traders or limited companies, are individuals known to us and easily identified by our directors. We ensure that all contracts are paid at rates which exceed what would be required for sub contractors to pay themselves at a rate substantially above minimum wage plus reasonably incurred costs associated with the job at hand, also taking into account funds towards the employment benefits self employed people miss out on such as holiday pay and sick leave.

Employment is freely chosen, and workers have the right to leave employment with 1 month's notice. Freelance workers are able to choose whether or not to apply for any job based on the remunerations on offer for that piece of work, and able to work for any of our competitors or for themselves between contracts with us.

Workers have the right to join a trade union as appropriate and work in conditions free from any discrimination (See our equality and diversity policy).

Working conditions are safe and hygienic

A safe and hygienic working environment shall be provided, bearing in mind the prevailing knowledge of the industry and of any specific hazards. Adequate steps shall be taken to prevent accidents and injury to health arising out of, associated with, or occurring in the course of work, by minimising, so far as it reasonably practicable, the causes of hazards inherent in the working environment, and regularly reviewing any accident, incident or near miss reports in order to minimise risk. A positive culture around reporting risks exists within Rich Medical Solutions, with regular health and safety training a priority.

Access to clean toilet facilities and to potable water, and, if appropriate, sanitary facilities for food storage shall be provided.

Accommodation, where provided, shall be clean, safe and meet the basic needs of the workers.

Child labour shall not be used ("child" and "child labour" as defined by the ILO)

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Living wages are paid

Wages and benefits paid for a standard working week meet, at a minimum, national legal standards or industry benchmark standards, whichever is higher. In any event wages should always be enough to meet basic needs and to provide some discretionary income.

All workers shall be provided with written and understandable information about their employment conditions in respect to wages before they enter employment and about the particulars of their wages for the pay period concerned each time that they are paid.

Deductions from wages as a disciplinary measure shall not be permitted nor shall any deductions from wages not provided for by national law be permitted without the expressed permission of the worker concerned. All disciplinary measures should be recorded.

Working hours are not excessive

Working hours must comply with national laws, collective agreements, and the provisions of detailed below, whichever affords the greater protection for workers.

Working hours, excluding overtime, shall be defined by contract, and shall not exceed 48 hours per week.*

All overtime shall be voluntary. Overtime shall be used responsibly, taking into account all of the following: the extent, frequency and hours worked by individual workers and the workforce as a whole. It shall not be used to replace regular employment. Overtime shall always be compensated at a premium rate of 125% of the regular rate of pay.

The total hours worked in any seven day period shall not exceed 60 hours, except in exceptional circumstances where all of the following are met:

1. It is allowed by national law;
2. The worker agrees in advance that they will exceed 60 hours if required in an emergency
3. Appropriate safeguards are taken to protect the workers' health and safety;
4. Exceptional circumstances apply such as accidents or emergencies extending beyond the end of the planned shift/ event cover, or there is an agreement for overnight on-call provision where staff are paid overtime for medical assistance during the night if required.
5. Workers shall be provided with at least one day off in every seven day period or, where allowed by national law, two days off in every 14 day period.

Regular employment is provided

To every extent possible, work performed must be on the basis of recognised employment relationship established through national law and practice.

Reducing risk in our supply chain

In order to assess the risk of modern slavery, we use the following processes with our suppliers:

- We always aim to source ethically supplied materials and resources for our business, and choose suppliers with published modern slavery policies wherever possible.
- We reserve the right to conduct spot-checks of the businesses who supply us, in order to investigate any complaints.
- We are happy to collaborate with our suppliers in order to improve standards and transparency across our supply chain.
- Our staff are encouraged to bring any concerns they have to the attention of management.